



Please ask for: Steve Partridge

Your Ref:

Extension No: 4588

My Ref: SP

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24 November, 2011

Dear Councillor,

**PAY ADJUSTMENT AND STAFF STRUCTURE REVIEW CABINET COMMITTEE
5.30 PM ON FRIDAY, 2 DECEMBER, 2011
ESPERANCE ROOM, CIVIC CENTRE, CANNOCK**

You are invited to attend this meeting for consideration of the matters itemised in the following Agenda.

Yours sincerely,

**S.G. Brown
Chief Executive**

To: Councillors

Toth, J. (Chairman)

Dixon, D.I.

Mitchell, Mrs. C.

AGENDA

PART 1

- 1. Apologies**
- 2. Declarations of Interests of Members in Contracts and Other Matters and Restriction on Voting by Members**

To declare any personal or prejudicial interests in accordance with the Code of Conduct and any possible contraventions under Section 106 of the Local Government Finance Act 1992.

Under the Code of Conduct, if you declare a personal interest, you may remain in the meeting, take part in the debate and vote. If you declare a personal and prejudicial interest, you must withdraw from the meeting and not take any part in the debate.

- 3. Minutes**

To approve the minutes of the meeting held on 31 October, 2011 (Enclosed).

- 4. Exclusion of the Public**

The Chairman to move:

That the public be excluded from the remainder of the meeting because of the likely disclosure of exempt information as defined in Paragraphs 2 and 3, Part 1, Schedule 12A of the Local Government Act 1972 (as amended).

PART 2

- 5. Summary of Progress and Options for Recommendation to Cabinet**

Not for Publication Report of Head of Human Resources (Stafford Borough Council) (Enclosure 5.1 – 5.13, plus attachments).